

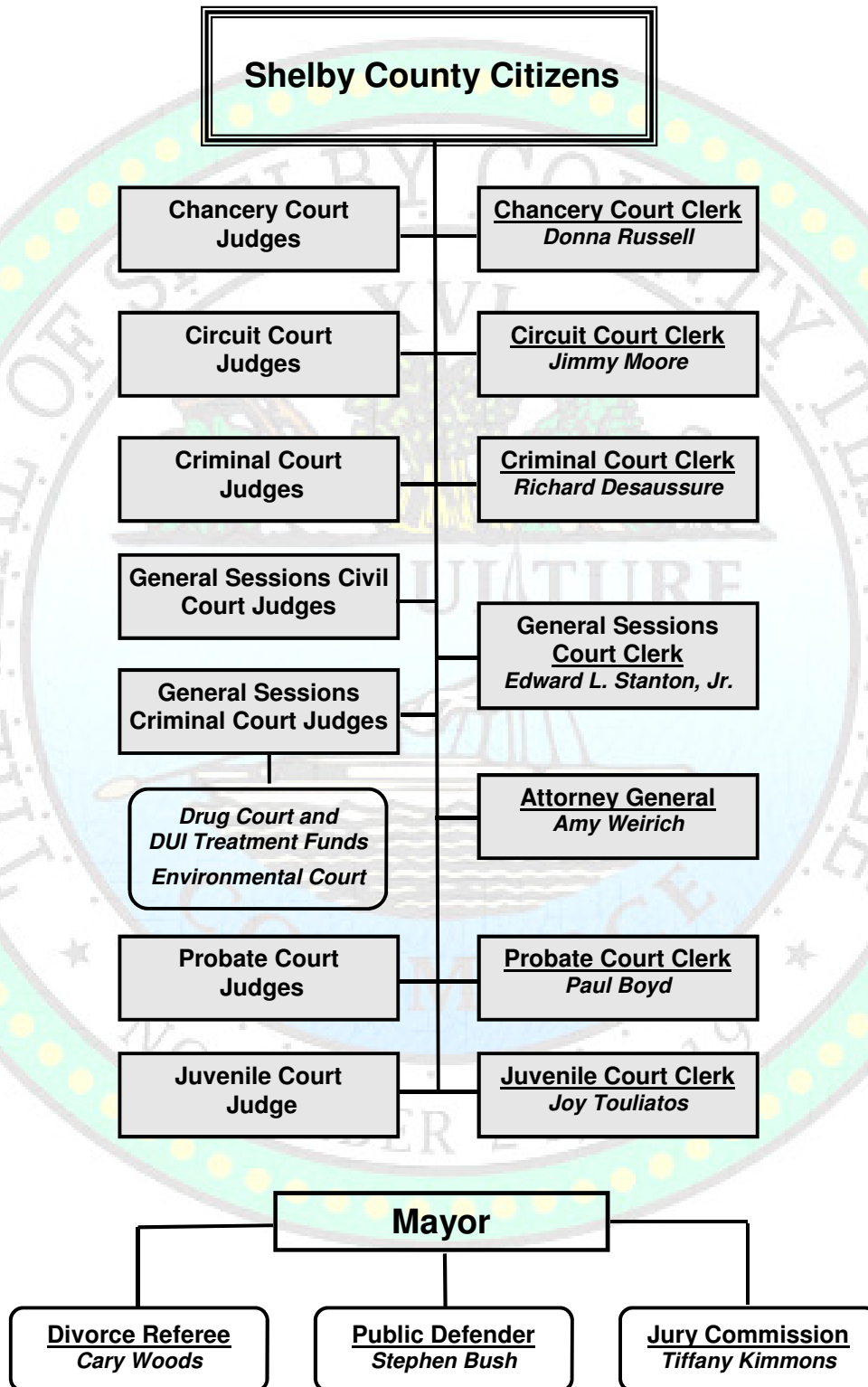
JUDICIAL DIVISION



FY17 ADOPTED BUDGET

JUDICIAL

Division Organizational Chart by Program



Division Overview for FY17



Judicial Division

DIVISION MISSION STATEMENT:

The Judicial Division is the functional reporting group for the various courts and related agencies that serve Shelby County. There is no centralized administration for this Division because multiple elected officials are included. Offices of the Judicial Division support the following County strategic goals:



Protect and Promote Public Safety and the Administration of Justice

[2-b] Administer equitable civil and criminal justice court systems.

[2-e] Support jail diversion programs for non-violent offenders with substance abuse or mental health issues to reduce detention costs.

[2-g] Ensure public safety through enforcement of fire, environmental, construction and zoning codes and regulations.



Provide Effective Governance and Sound Stewardship for County Resources

[6-a] Ensure financial stability through sound oversight of fiscal operations, taxation, debt management and revenue collections. Maintain all records of public transactions as required by the State.

[6-d] Build trust and confidence in government through transparent, accessible, and responsive interactions with all internal and external customers.

DEPARTMENTAL MISSION/GOALS:

The strategic goals of the division are achieved through the following departmental structure:

7011 Chancery Court – To provide efficient administration of courtroom operations and maintenance of all court records and documents for the three (3) divisions of Chancery Court, a court of equity..

7021 Circuit Court – To efficiently administer courtroom operations for nine (9) divisions of the thirtieth Judicial Circuit Court and to maintain all official records, documents and electronic filings from attorneys and pro se litigants.

7031 Criminal Court – To provide administrative support to the ten (10) Criminal Court divisions, to collect fines and fees as directed by the Tennessee Code Annotated, and to maintain all court records and documents.

7041 General Sessions Court – To provide judicial and administrative services for six (6) divisions of General Sessions Civil Court and nine (9) divisions of General Sessions Criminal Court.

7051 Probate Court – To administer estates, probate wills, appoint guardians and conservators for minors and incompetents, change names, approve the partition and sale of real estate, and file all petitions for judicial hospitalization under the Mental Health Law.

7061 Juvenile Court Judge – To protect, as well as correct and rehabilitate the child, to protect society, and to uphold the dignity of the law.

7071 Juvenile Court Clerk – To file all official documents for Shelby County Juvenile Court and to maintain the official court docket and journal.

Division Overview for FY17

7080 Public Defender – To provide independent and ethical client-centered representation to individuals who are unable to hire private counsel. Providing effective assistance of counsel is mandated under state and federal constitutions for individuals facing loss of liberty in adult and juvenile delinquency proceedings.

7085 Divorce Referee – To review and monitor all divorce complaints filed in Shelby County to assure compliance with local and state laws.

7087 Jury Commission – To maintain an optimal daily supply of eligible jurors allowing efficient court operations while minimizing service time spent by citizens and cost to Shelby County; to maintain accurate and complete records of jury service for the court, jurors and jurors' employers.

7090 Attorney General – To hold individuals accountable for their crimes and to deter future criminal behavior; to combat violent crime caused by gangs, guns, and drugs.



The Shelby County Courthouse at 140 Adams Street was recently renamed in honor of Judge D'Army Bailey. Listed on the National Register of Historic Places, the courthouse was built in 1909 with extensive renovations completed in 1991.

**Judicial
Service Level Measurements**

| Service Levels | FY14 Actual | FY15 Actual | FY16 Estimated |
|---|----------------|----------------|-------------------|
| Attorney General | | | |
| Caseload - New Cases | 169,757 | 195,220 | 214,742 |
| New Offenses in General Sessions Criminal Court | 317,010 | 364,562 | 401,049 |
| Chancery Court | | | |
| Docket Entries | 60,255 | 63,000 | 63,000 |
| Process Issued - Delinquent Tax Lawsuit | 25,103 | 25,000 | 25,000 |
| Process Issued - General Civil | 4,714 | 5,000 | 5,000 |
| New Lawsuits Filed | 2,229 | 2,100 | 2,100 |
| Circuit Court | | | |
| Docket entries | 181,343 | 190,500 | 185,000 |
| General receipt transactions | 26,522 | 28,400 | 27,500 |
| Hospital liens | 4,236 | 3,100 | 4,100 |
| New lawsuits filed | 5,730 | 5,650 | 5,500 |
| Criminal Court | | | |
| # of Cases Filed | 21,206 | 20,245 | 20,245 |
| # of Dispositions | 23,953 | 24,108 | 24,108 |
| Divorce Referee | | | |
| Circuit and Chancery Divorces Filed | 2,720 | 2,751 | 2,729 |
| Hearings on Modifications | 2,901 | 1,343 | 1,792 |
| General Sessions | | | |
| Civil: | | | |
| Civil Lawsuits - Leading Actions | 63,207 | 73,013 | 78,854 |
| Complete Filings | 50,229 | 51,347 | 55,454 |
| Emergency Mental Commitment Cases | 4,949 | 5,179 | 5,593 |
| Non-Leading Civil Actions | 36,721 | 40,755 | 44,015 |
| Non-Leading Processes | 348,032 | 359,488 | 388,247 |
| Post-Judgment Procedures (i.e. Garnishments) | 36,756 | 37,029 | 39,991 |
| Criminal: | | | |
| Arraignments | 143,593 | 124,040 | 133,963 |
| Driver's License Recovery Program | 7,394 | 8,512 | 9,192 |
| Escrow Skip Sessions | 36,410 | 45,563 | 49,208 |
| Misdemeanor Citations | 47,251 | 42,876 | 46,306 |
| Traffic Tickets | 41,640 | 50,404 | 54,436 |
| Jury Commission | | | |
| Average Number Days of Sequestered Cases | 3.60 | 4.00 | 4.00 |
| Average Number of Days of Juror Service | 2.13 | 2.15 | 2.12 |
| Cost of Grand Jury | \$ 37,200 | \$ 38,000 | \$ 37,000 |
| Cost of Sequestered Juries | \$ 75,800 | \$ 80,000 | \$ 76,000 |
| Cost Petit Jury Non-Sequestered | \$ 305,600 | \$ 300,000 | \$ 300,000 |
| Number of Jurors in Service | 13,900 | 14,000 | 14,000 |
| Number of Sequestered Trials | 34 | 45 | 45 |
| Number of Trials Requiring Jurors | 349 | 340 | 340 |
| Juvenile Court Clerk | | | |
| Court Orders | 42,629 | 45,000 | 46,000 |
| New Legal Files | 8,679 | 8,900 | 9,100 |
| Summons, Subpoenas and Scire Facias' Served | 14,655 | 14,800 | 15,000 |
| Juvenile Court Judge | | | |
| Number of Volunteers | 744 | 950 | 950 |
| Total Children's Cases | 14,859 | 15,000 | 15,000 |
| Children Admitted to the Detention Center | 1,304 | 1,350 | 1,350 |
| Children Committed to Youth Services | 319 | 330 | 330 |
| Referrals to Evaluation and Referral Bureau | 755 | 800 | 800 |
| Probate Court | | | |
| Cases Closed | 3,219 | 3,250 | 3,225 |
| New Cases | 3,189 | 3,225 | 3,200 |
| Public Defender | | | |
| Adult Services | 35,734 | 31,159 | 32,375 |
| Juvenile Services | 219 | 480 | 510 |
| Adult Services | 67,579 | 58,947 | 62,702 |
| Juvenile Services | 334 | 816 | 867 |

**FTE Position Count
Judicial Services**

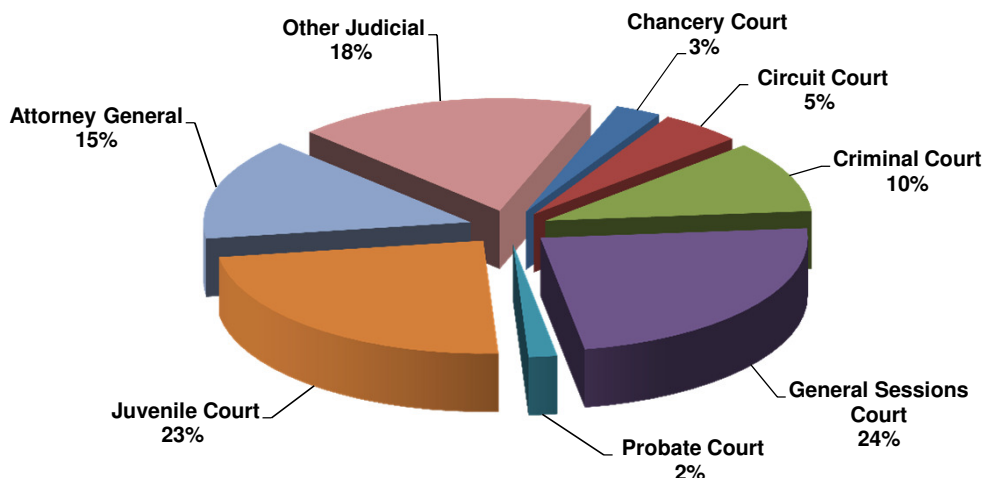
All Funds

| Fund | Dept | Dept Description | FY13 Budget | FY14 Budget | FY15 Budget | FY16 Budget | FY17 Adopted | FY16-17 Change |
|---|------|-----------------------------|----------------|----------------|----------------|----------------|-----------------|-------------------|
| GENERAL FUND | | | | | | | | |
| 010 | 7080 | Public Defender (a) | 95.5 | 123.5 | 124.0 | 130.0 | 135.0 | 5.0 |
| 010 | 7085 | Divorce Referee (b) | 5.5 | 5.5 | 5.5 | 5.5 | 6.5 | 1.0 |
| 010 | 7087 | Jury Commission | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | - |
| 032 | 7011 | Chancery Court | 23.0 | 23.0 | 23.0 | 22.5 | 22.5 | - |
| 033 | 7021 | Circuit Court (c) | 42.0 | 42.0 | 40.0 | 40.0 | 40.0 | - |
| 034 | 7031 | Criminal Court | 84.0 | 83.0 | 83.0 | 83.0 | 83.0 | - |
| 035 | 7041 | General Sessions Court (d) | 177.0 | 175.8 | 185.8 | 186.3 | 190.8 | 4.5 |
| 036 | 7051 | Probate Court (e) | 13.0 | 13.0 | 13.0 | 14.0 | 14.0 | - |
| 037 | 7061 | Juvenile Court Judge (f) | 217.7 | 221.7 | 222.7 | 136.7 | 131.7 | (5.0) |
| 037 | 7071 | Juvenile Court Clerk (g) | 82.0 | 81.0 | 81.0 | 58.0 | 58.0 | - |
| 038 | 7090 | Attorney General (h) | 107.0 | 108.0 | 109.0 | 111.0 | 118.2 | 7.2 |
| TOTAL POSITIONS - GENERAL FUND | | | 851.7 | 881.5 | 892.0 | 792.0 | 804.7 | 12.7 |
| SPECIAL REVENUE FUND | | | | | | | | |
| 096 | 7041 | General Sessions Drug Court | 4.0 | 4.0 | 4.0 | 5.0 | 5.0 | - |
| TOTAL POSITIONS - SPECIAL REVENUE FUND | | | 4.0 | 4.0 | 4.0 | 5.0 | 5.0 | - |
| GRANT FUNDS (i) | | | 53.3 | 44.1 | 44.6 | 45.7 | 46.1 | 0.4 |
| TOTAL POSITIONS - ALL FUNDS | | | 909.0 | 929.6 | 940.6 | 842.7 | 855.8 | 13.1 |

Notable changes by department since FY13:

- (a) **Public Defender** - in prior years, added 28 new positions related to juvenile defense, 5.5 FTE converted from temp or PT status, one transfer from the Attny Gen. In FY17 added 5 positions as 75% match to Attny Gen.
- (b) **Divorce Referee** - FY17 transferred 1 position from County Attorney to Divorce Referee.
- (c) **Circuit Court** - FY15 deleted two FTE in relation to consolidation of Information Technology services.
- (d) **General Sessions Court** - FY13-FY16 net addition of 9.3 FTE, due mainly to expansion of the Environmental Court. FY17 added 3 FTE for Veterans Court and 1.5 FTE Judicial Commissioners.
- (e) **Probate Court** - added one Manager B in FY16 for separation of accounting duties.
- (f) **Juvenile Court Judge** - FY16 transferred 90 FTE to Sheriff for Detention services; added 4 new positions. FY17 5 positions moved from JC to Support Services for building maintenance.
- (g) **Juvenile Court Clerk** - transferred 23 FTE to Sheriff for Courtroom Security in FY16
- (h) **Attorney General** - 4 FTE added since FY13 for caseload management. FY17 - 1.8 FTE moved to Grant Fund, added 9 new positions as part of the Commission approved increases.
- (i) **Grant Funds** - FY17 - 1.8 moved from General Fund, decrease 1.4 FTE due to other grant start/end dates.

FTE Positions by Department



JUDICIAL DIVISION



FINANCIAL SUMMARY REPORTS

Prime Accounts Judicial

All Funds

| Acct | Description | FY13 Actual | FY14 Actual | FY15 Actual | FY16 Amended | FY17 Adopted |
|---|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 41 - Other Local Taxes | | (455,915) | (454,980) | (411,088) | (450,000) | (410,000) |
| 43 - Intergovernmental Revenues-State of | | (7,333,065) | (8,567,430) | (8,745,441) | (9,397,887) | (9,206,185) |
| 44 - Intergovernmental Revenues-Federal & | | (1,390,133) | (937,307) | (539,413) | (938,427) | (1,041,164) |
| 45 - Charges for Services | | (8,915) | (5,767) | (5,020) | 0 | 0 |
| 46 - Fines, Fees & Permits | | (22,237,792) | (22,629,911) | (21,984,173) | (22,490,800) | (21,548,800) |
| 47 - Other Revenue | | (391,203) | (374,416) | (512,128) | (448,486) | (397,897) |
| 48 - Investment Income | | (63,436) | (53,761) | (74,827) | (66,050) | (65,150) |
| Revenue | | (31,880,460) | (33,023,571) | (32,272,090) | (33,791,650) | (32,669,197) |
| 51 - Salaries-Regular Pay | | 44,757,026 | 44,943,031 | 46,193,382 | 47,015,816 | 47,820,931 |
| 52 - Salaries-Other Compensation | | 218,126 | 285,389 | 458,531 | 683,168 | 671,375 |
| 55 - Fringe Benefits | | 16,321,570 | 18,084,363 | 17,758,198 | 16,542,161 | 17,497,176 |
| 56 - Vacancy Savings | | 0 | 0 | 0 | (2,302,184) | (2,231,571) |
| Salaries & Fringe Benefits | | 61,296,723 | 63,312,782 | 64,410,111 | 61,938,962 | 63,757,911 |
| 60 - Supplies & Materials | | 874,516 | 948,076 | 1,012,196 | 891,026 | 895,895 |
| 64 - Services & Other Expenses | | 1,369,456 | 1,500,329 | 1,756,868 | 1,958,556 | 2,120,665 |
| 66 - Professional & Contracted Services | | 2,302,202 | 3,056,570 | 2,986,534 | 3,088,750 | 3,577,701 |
| 67 - Rent, Utilities & Maintenance | | 931,309 | 887,593 | 938,618 | 1,284,355 | 220,316 |
| 68 - Interfund Services | | 1,120,366 | 1,242,570 | 1,280,715 | 1,607,167 | 1,593,473 |
| 70 - Capital Asset Acquisitions | | 55,068 | 68,804 | 188,927 | 69,508 | 61,338 |
| Operating & Maintenance | | 6,652,917 | 7,703,942 | 8,163,857 | 8,899,361 | 8,469,387 |
| Expenditures | | 67,949,639 | 71,016,725 | 72,573,968 | 70,838,323 | 72,227,299 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (416,402) | (641,563) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (416,402) | (641,563) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (416,402) | (641,563) |
| 96 - Operating Transfers In | | (1,257,743) | (325,830) | (315,738) | (423,750) | (436,827) |
| Operating Transfers In | | (1,257,743) | (325,830) | (315,738) | (423,750) | (436,827) |
| 98 - Operating Transfers Out | | 1,437,304 | 997,920 | 315,738 | 439,640 | 436,827 |
| Operating Transfers Out | | 1,437,304 | 997,920 | 315,738 | 439,640 | 436,827 |
| Net Transfers | | 179,560 | 672,090 | 0 | 15,890 | 0 |
| Judicial Total | | 36,248,740 | 38,665,244 | 40,301,878 | 36,646,161 | 38,916,539 |

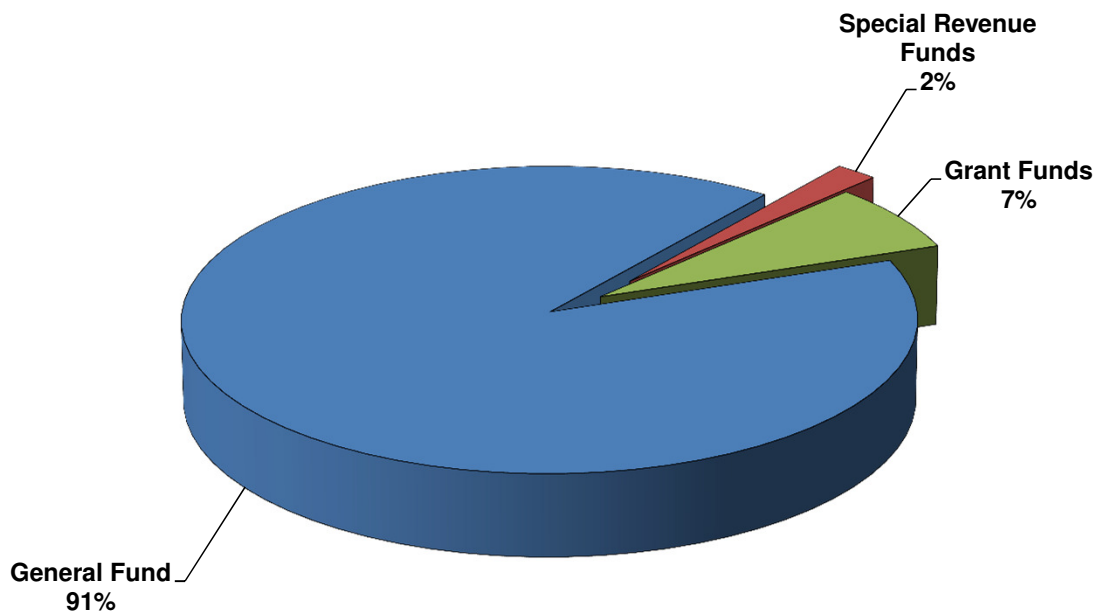
Sources and Uses by Fund Type

Judicial

All Funds

| FUND NAME: | FY17 SOURCES OF FUNDS | | | FY17 USES OF FUNDS | | NET OPERATIONS | |
|-----------------------------------|------------------------------|---------------------|---------------------|---------------------------|----------------------|-----------------------|-------------------|
| | REVENUE | TRANSFERS IN | FUND BALANCE | EXPENSES | TRANSFERS OUT | NET TOTAL | % of Total |
| GENERAL FUND | | | | | | | |
| 010 - General Fund | (5,536,700) | - | - | 14,559,631 | - | 9,022,931 | 20% |
| 032 - Chancery Court | (2,795,000) | - | - | 1,568,107 | - | (1,226,893) | 2% |
| 033 - Circuit Court | (2,748,000) | - | - | 2,779,009 | - | 31,009 | 4% |
| 034 - Criminal Court | (4,162,500) | - | - | 4,998,666 | - | 836,166 | 7% |
| 035 - Gen Sessions Court | (9,982,000) | - | - | 15,005,895 | - | 5,023,895 | 21% |
| 036 - Probate Court | (584,000) | - | - | 1,290,010 | - | 706,010 | 2% |
| 037 - Juvenile Court | (1,204,000) | (102,011) | - | 14,751,285 | 334,816 | 13,780,090 | 21% |
| 038 - Attorney General | - | - | - | 10,743,330 | - | 10,743,330 | 15% |
| TOTAL GENERAL FUND | (27,012,200) | (102,011) | - | 65,695,934 | 334,816 | 38,916,538 | 91% |
| SPECIAL REVENUE FUNDS | | | | | | | |
| 084 - Gen Sess Clerk DP Fees | (306,850) | - | (313,284) | 620,134 | - | - | 1% |
| 085 - Criminal Clerk DP Fees | (22,100) | - | (93,700) | 115,800 | - | - | 0% |
| 094 - Veteran's Court | (50,000) | - | - | 50,000 | - | - | 0% |
| 095 - DUI Treatment Fines | (51,000) | - | - | 51,000 | - | - | 0% |
| 096 - Drug Court | (372,500) | - | (227,058) | 599,558 | - | - | 1% |
| TOTAL SPECIAL REVENUE | (802,450) | - | (634,042) | 1,436,492 | - | - | 2% |
| GRANT FUNDS | (4,854,547) | (334,816) | (7,521) | 5,094,873 | 102,011 | - | 7% |
| TOTAL DIVISION - ALL FUNDS | (32,669,197) | (436,827) | (641,563) | 72,227,299 | 436,827 | 38,916,538 | 100% |

FY17 Uses by Fund



Net Expenditures By Department*
Judicial Division

All Funds

| Fund | Dept | Dept Description | FY13 ACTUAL | FY14 ACTUAL | FY15 ACTUAL | FY16 AMENDED | FY17 ADOPTED |
|-----------------------------------|-------------|--------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| GENERAL FUND | | | | | | | |
| 010 | 7080 | Public Defender | 6,173,325 | 5,674,399 | 6,551,047 | 7,346,386 | 7,758,358 |
| 010 | 7085 | Divorce Referee | 287,660 | 309,271 | 336,566 | 316,155 | 390,861 |
| 010 | 7087 | Jury Commission | 867,880 | 1,002,725 | 791,659 | 886,722 | 873,712 |
| 018 | 7041 | General Sessions Drug Court ** | 639,200 | - | - | - | - |
| 032 | 7011 | Chancery Court | (1,807,816) | (2,623,959) | (2,064,166) | (1,634,900) | (1,226,893) |
| 033 | 7021 | Circuit Court | (413,236) | (317,708) | (147,095) | (287,453) | 31,009 |
| 034 | 7031 | Criminal Court | 616,730 | 1,099,531 | 371,910 | 901,944 | 836,166 |
| 035 | 7041 | General Sessions Court | 2,976,166 | 3,568,645 | 3,954,624 | 3,816,225 | 5,023,895 |
| 036 | 7051 | Probate Court | 543,825 | 591,883 | 598,996 | 690,428 | 706,010 |
| 037 | 7061 | Juvenile Court Judge | 15,205,466 | 15,890,313 | 16,052,045 | 11,787,287 | 10,922,047 |
| 037 | 7071 | Juvenile Court Clerk | 3,205,494 | 3,752,782 | 3,897,123 | 2,801,107 | 2,858,042 |
| 038 | 7090 | Attorney General | 9,442,233 | 9,742,400 | 9,734,892 | 10,022,258 | 10,743,330 |
| GENERAL FUND TOTAL | | | 37,736,928 | 38,690,284 | 40,077,599 | 36,646,161 | 38,916,538 |
| SPECIAL REVENUE FUNDS | | | | | | | |
| 084 | 7041 | General Sessions Court DP Fees | (68,197) | 9,632 | 359,228 | - | - |
| 085 | 7031 | Criminal Court DP Fees | (18,176) | (19,064) | (17,171) | - | - |
| 095 | 7041 | DUI Treatment Fines | (361,051) | (25,262) | (10,179) | - | - |
| 096 | 7041 | General Sessions Drug Court | (729,068) | (67,386) | (84,949) | - | - |
| SPECIAL REVENUE FUND TOTAL | | | (1,176,493) | (102,081) | 246,929 | - | - |
| GRANT FUNDS TOTAL | | | (311,695) | 77,041 | (22,650) | - | - |
| TOTAL JUDICIAL - ALL FUNDS | | | 36,248,740 | 38,665,244 | 40,301,878 | 36,646,161 | 38,916,538 |

**Includes all Sources and Uses of Funds*

*** Moved Drug Court from General Fund 018 to Special Revenue Fund 096 in FY13.*

Prime Accounts Judicial

General Fund

| Acct | Description | FY13 Actual | FY14 Actual | FY15 Actual | FY16 Amended | FY17 Adopted |
|---|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 41 - Other Local Taxes | | (455,915) | (454,980) | (411,088) | (450,000) | (410,000) |
| 43 - Intergovernmental Revenues-State of | | (4,280,824) | (5,609,000) | (5,678,516) | (5,832,700) | (5,786,700) |
| 44 - Intergovernmental Revenues-Federal & | | (126,681) | (75,937) | (86,542) | (52,500) | 0 |
| 45 - Charges for Services | | (8,915) | (5,767) | (5,020) | 0 | 0 |
| 46 - Fines, Fees & Permits | | (21,524,729) | (21,886,433) | (21,227,661) | (21,744,000) | (20,752,000) |
| 47 - Other Revenue | | (18,154) | (5,539) | (51,769) | (7,000) | (4,000) |
| 48 - Investment Income | | (58,710) | (48,725) | (69,316) | (60,400) | (59,500) |
| Revenue | | (26,473,929) | (28,086,379) | (27,529,911) | (28,146,600) | (27,012,200) |
| 51 - Salaries-Regular Pay | | 42,335,494 | 42,651,702 | 43,865,905 | 44,329,035 | 45,106,657 |
| 52 - Salaries-Other Compensation | | 208,484 | 275,923 | 456,461 | 633,981 | 626,736 |
| 55 - Fringe Benefits | | 15,460,603 | 17,165,181 | 16,872,486 | 15,589,304 | 16,498,574 |
| 56 - Vacancy Savings | | 0 | 0 | 0 | (2,238,970) | (2,217,666) |
| Salaries & Fringe Benefits | | 58,004,581 | 60,092,807 | 61,194,853 | 58,313,350 | 60,014,302 |
| 60 - Supplies & Materials | | 791,334 | 813,980 | 958,549 | 772,291 | 804,199 |
| 64 - Services & Other Expenses | | 1,148,126 | 1,219,695 | 1,206,883 | 1,490,579 | 1,492,683 |
| 66 - Professional & Contracted Services | | 1,108,088 | 1,843,750 | 1,959,188 | 1,443,167 | 1,855,227 |
| 67 - Rent, Utilities & Maintenance | | 921,712 | 884,535 | 933,904 | 1,268,807 | 195,445 |
| 68 - Interfund Services | | 888,336 | 1,033,696 | 1,072,530 | 1,240,813 | 1,299,078 |
| 70 - Capital Asset Acquisitions | | 55,068 | 33,500 | 109,976 | 43,220 | 35,000 |
| Operating & Maintenance | | 4,912,664 | 5,829,156 | 6,241,028 | 6,258,877 | 5,681,632 |
| Expenditures | | 62,917,245 | 65,921,963 | 67,435,881 | 64,572,227 | 65,695,934 |
| 96 - Operating Transfers In | | (71,621) | (71,610) | (72,054) | (101,608) | (102,011) |
| Operating Transfers In | | (71,621) | (71,610) | (72,054) | (101,608) | (102,011) |
| 98 - Operating Transfers Out | | 1,365,233 | 926,310 | 243,684 | 322,142 | 334,816 |
| Operating Transfers Out | | 1,365,233 | 926,310 | 243,684 | 322,142 | 334,816 |
| Net Transfers | | 1,293,612 | 854,700 | 171,630 | 220,534 | 232,805 |
| Judicial Total | | 37,736,928 | 38,690,284 | 40,077,599 | 36,646,161 | 38,916,539 |

Prime Accounts Judicial

Special Revenue Fund

| Acct | Description | FY13 Actual | FY14 Actual | FY15 Actual | FY16 Amended | FY17 Adopted |
|---|-------------|--------------------|------------------|------------------|------------------|------------------|
| 46 - Fines, Fees & Permits | | (713,063) | (743,478) | (756,512) | (746,800) | (796,800) |
| 47 - Other Revenue | | 0 | 0 | (35,418) | 0 | 0 |
| 48 - Investment Income | | (4,726) | (5,037) | (5,512) | (5,650) | (5,650) |
| Revenue | | (717,790) | (748,515) | (797,442) | (752,450) | (802,450) |
| 51 - Salaries-Regular Pay | | 147,574 | 158,384 | 159,325 | 210,913 | 215,132 |
| 52 - Salaries-Other Compensation | | 0 | 0 | 0 | 3,409 | 3,409 |
| 55 - Fringe Benefits | | 64,236 | 70,552 | 64,265 | 77,988 | 76,215 |
| Salaries & Fringe Benefits | | 211,810 | 228,936 | 223,591 | 292,310 | 294,756 |
| 60 - Supplies & Materials | | 45,685 | 66,350 | 41,195 | 51,225 | 53,225 |
| 64 - Services & Other Expenses | | 129,075 | 162,449 | 428,158 | 309,680 | 488,129 |
| 66 - Professional & Contracted Services | | 54,247 | 163,918 | 258,990 | 404,732 | 502,086 |
| 67 - Rent, Utilities & Maintenance | | 6,318 | 3,058 | 4,714 | 13,714 | 23,037 |
| 68 - Interfund Services | | 38,439 | 0 | 8,771 | 48,921 | 48,921 |
| 70 - Capital Asset Acquisitions | | 0 | 21,724 | 78,951 | 19,338 | 26,338 |
| Operating & Maintenance | | 273,764 | 417,499 | 820,780 | 847,610 | 1,141,736 |
| Expenditures | | 485,574 | 646,434 | 1,044,370 | 1,139,920 | 1,436,492 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (387,470) | (634,042) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (387,470) | (634,042) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (387,470) | (634,042) |
| 96 - Operating Transfers In | | (944,277) | 0 | 0 | 0 | 0 |
| Operating Transfers In | | (944,277) | 0 | 0 | 0 | 0 |
| Net Transfers | | (944,277) | 0 | 0 | 0 | 0 |
| Judicial Total | | (1,176,493) | (102,081) | 246,929 | 0 | 0 |

Fund 084 - General Sessions Court Clerk DP Fund

This fund accounts for fees collected by the General Sessions Court Clerk. The funds collected are earmarked for computer hardware purchases or replacement, but may also be used for other usual and necessary computer related expenses at the discretion of the clerk.

Fund 085 - Criminal Court Clerk DP Fees

This fund accounts for fees collected by the Criminal Court Clerk. These funds are reserved for the purchase or replacement of computer equipment, upgrades, imaging systems and related supplies and maintenance.

Fund 095 - DUI Treatment Fines

Under T.C.A. 55-10-451, an extra \$100 fine is assessed by the courts for "driving under the influence" cases. The use of these funds is restricted for use in alcohol & drug treatment programs through services offered by certain qualified organizations. This fund is used to account for these revenues and the related expenditures.

This section was moved from the General Fund 013-480401 in Community Services to Special Revenue Fund in 095-704123 in General Sessions Court for FY13. DUI funds will be used in conjunction with services provided by the Shelby County Drug Court program.

Fund 094 (Veterans Treatment Fund) and Fund 096 (Drug Court Fund)

Under TCA 16-22-109 an additional \$75 fine is assessed for certain drug related offenses. The County receives \$70 of these fines collected by General Sessions and Criminal courts and by some municipal courts within the County. The General Sessions "Drug Court" also assesses fines under TCA 40-36-306 (f). The revenues are to be used exclusively for the creation and maintenance of state drug court treatment programs per TCA 16-22-104.

The Drug Court Program offers services intended to reduce the jail population by offering an alternative to incarceration to adult, non violent drug offenders. This is a minimum of a one year program in which clients obtain help through participation in a judicially supervised treatment program. Offenders who successfully complete the program and graduate may qualify to have their criminal record expunged. The Veterans Treatment Fund accounts for fines collected by General Sessions and Criminal Courts and the GS Drug Court to be used exclusively for the operation and maintenance of veterans treatment court programs.

Prime Accounts Judicial

Grant Funds

| Acct | Description | FY13 Actual | FY14 Actual | FY15 Actual | FY16 Amended | FY17 Adopted |
|---|-------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 43 - Intergovernmental Revenues-State of | | (3,052,241) | (2,958,429) | (3,066,925) | (3,565,187) | (3,419,485) |
| 44 - Intergovernmental Revenues-Federal & | | (1,263,452) | (861,370) | (452,872) | (885,927) | (1,041,164) |
| 47 - Other Revenue | | (373,048) | (368,878) | (424,941) | (441,486) | (393,897) |
| Revenue | | (4,688,741) | (4,188,677) | (3,944,737) | (4,892,600) | (4,854,547) |
| 51 - Salaries-Regular Pay | | 2,273,959 | 2,132,945 | 2,168,152 | 2,475,868 | 2,499,141 |
| 52 - Salaries-Other Compensation | | 9,642 | 9,465 | 2,069 | 45,779 | 41,231 |
| 55 - Fringe Benefits | | 796,731 | 848,630 | 821,447 | 874,869 | 922,386 |
| 56 - Vacancy Savings | | 0 | 0 | 0 | (63,214) | (13,905) |
| Salaries & Fringe Benefits | | 3,080,332 | 2,991,040 | 2,991,668 | 3,333,302 | 3,448,853 |
| 60 - Supplies & Materials | | 37,497 | 67,746 | 12,452 | 67,510 | 38,471 |
| 64 - Services & Other Expenses | | 92,255 | 118,185 | 121,827 | 158,297 | 139,853 |
| 66 - Professional & Contracted Services | | 1,139,867 | 1,048,902 | 768,356 | 1,240,851 | 1,220,388 |
| 67 - Rent, Utilities & Maintenance | | 3,279 | 0 | 0 | 1,834 | 1,834 |
| 68 - Interfund Services | | 193,591 | 208,874 | 199,414 | 317,433 | 245,474 |
| 70 - Capital Asset Acquisitions | | 0 | 13,580 | 0 | 6,950 | 0 |
| Operating & Maintenance | | 1,466,489 | 1,457,288 | 1,102,049 | 1,792,874 | 1,646,020 |
| Expenditures | | 4,546,821 | 4,448,328 | 4,093,717 | 5,126,176 | 5,094,873 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (28,932) | (7,521) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (28,932) | (7,521) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (28,932) | (7,521) |
| 96 - Operating Transfers In | | (241,846) | (254,220) | (243,684) | (322,142) | (334,816) |
| Operating Transfers In | | (241,846) | (254,220) | (243,684) | (322,142) | (334,816) |
| 98 - Operating Transfers Out | | 72,071 | 71,610 | 72,054 | 117,498 | 102,011 |
| Operating Transfers Out | | 72,071 | 71,610 | 72,054 | 117,498 | 102,011 |
| Net Transfers | | (169,775) | (182,610) | (171,630) | (204,644) | (232,805) |
| Judicial Total | | (311,695) | 77,041 | (22,650) | 0 | 0 |

The Judicial Division administers the following grants:

Criminal Court Clerk

- ***Spanish Interpreter Funds*** – The Administrative Office of the Courts grant funding for interpreters to assist with enabling Limited English Proficiency (LEP) persons to more fully participate in court proceedings.

General Sessions Court

- ***Adult Drug Court Enhancement Program*** - This grant is from the Bureau of Justice Assistance and provides gender-based mental health and substance abuse treatment counseling for adults with a co-occurring disorder and/or trauma.
- ***Residential Drug Treatment*** - This grant, offered by the State of Tennessee Office of Criminal Justice Programs, provides residential drug and alcohol treatment.
- ***Justice Assistance Grant (JAG)*** - The U.S. Department of Justice is the grantor for the Edward Byrne Justice Assistance Grant that provides support for the Drug and Veterans Court.

Juvenile Court

- ***Child Support Services*** - Tennessee Department of Human Services provides funding to Juvenile Court through two separate grants, for child support operations and advocacy services.
- ***Child and Family Intervention*** - Tennessee Department of Children's Services provides funding for child and family intervention services delivered by the Juvenile Court's Children's Bureau.
- ***Child Support IV-D*** - Funded by Tennessee Department of Human Services to handle all Title IV-D related process papers and subpoenas. *(Shared with Juvenile Court Clerk)*
- ***State Supplement Juvenile Court Improvement*** - Tennessee Commission on Children and Youth grant provides funding for improvement of Juvenile Court operations by supplementing salaries in support of the Court Appointed Special Advocates (CASA).
- ***Annie E. Casey Foundation*** - Juvenile Detention Alternatives Initiative (JDAI) provides funding to Juvenile Court for learning and teaching alternatives to detention for juvenile offenders.

Public Defender

- ***Justice Assistance Grant (JAG)*** - The U.S. Department of Justice is the grantor for the Edward Byrne Justice Assistance Grant that provides funding for the purposes of implementing crime prevention programs.

District Attorney General

- ***Victims of Crime Act Grant (VOCA)*** – This State funded grant provides services that directly improve the health and well-being of victims of crime with priority given to victims of child abuse, domestic violence, sexual assault and services for previously underserved victims
- ***Violence Against Women Grant*** - The U.S. Department of Justice is the grantor for The DAG Rape Arrest Grant, for programming to provide direct services to adult victims of sexual assault.
- ***Drug Enforcement Agency (DEA) Grant*** – This grant provides funding for a task force that disrupts illicit drug activity in the Greater Memphis Area by immobilizing targeted violators and trafficking organizations.
- ***Drug Task Force*** – Positions funded by drug seizures of the West Tennessee Violent Crime & Drug Task Force.

Grant Program Detail for FY17

Judicial

| <u>FUND</u> | <u>SECTION</u> | <u>GRANT PROGRAM</u> | <u>AMOUNT</u> |
|--|----------------|--|---------------------|
| <u>Department 7031: Criminal Court Clerk</u> | | | |
| 202 | 703101 | Spanish Interpreter Funds | \$ 113,220 |
| | | Department Total | \$ 113,220 |
| <u>Department 7041: General Sessions Criminal Court</u> | | | |
| 625 | 704122 | Drug Court Grant | \$ 250,000 |
| 850 | 704122 | Residential Drug Treatment Grant | 550,000 |
| 195 | 704122 | JAG Drug Court | 40,000 |
| 195 | 704124 | JAG Veterans Court | 93,366 |
| | | Department Total | \$ 933,366 |
| <u>Department 7061: Juvenile Court</u> | | | |
| 123 | 706152 | Court Appointed Spec Advocate | \$ 9,000 |
| 147 | 706152 | DHS Advocacy Services | 67,688 |
| 550 | 706153 | J C Child Support Bureau - Title IV-D Grant | 1,732,344 |
| 552 | 706153 | J C Child Support Bureau - Child Advocacy Services | 250,989 |
| 595 | 706151 | Juvenile Detention Alternatives Initiative (JDAI) - Main | 10,000 |
| | | Department Total | \$ 2,070,021 |
| <u>Department 7071: Juvenile Court Clerk</u> | | | |
| 163 | 707101 | Title IV-D (Process Paper) Grant | \$ 649,937 |
| | | Department Total | \$ 649,937 |
| <u>Department 7080: Public Defender</u> | | | |
| 191 | 708002 | JAG Public Defender - Juvenile Cases | \$ 50,000 |
| 193 | 708002 | Justice Assistance Grant 2014 | 150,000 |
| | | Department Total | \$ 200,000 |
| <u>Department 7090: Attorney General</u> | | | |
| 307 | 709001 | VOCA DAG Gang Hisp DV Victim | \$ 46,307 |
| 475 | 709001 | District Attorney General Rape Arrest Grant | 286,538 |
| 477 | 709001 | DEA Memphis Residence Task Force II | 56,510 |
| 479 | 709001 | Drug Task Force | 498,647 |
| | | Department Total | \$ 888,002 |
| DIVISION TOTAL | | | \$ 4,854,547 |

JAG = Justice Assistance Grant

JUDICIAL



DEPARTMENTAL BUDGET HIGHLIGHTS



CHANCERY COURT

FY17 Budget Highlights

Donna Russell, Clerk and Master

DEPARTMENT MISSION:

To provide efficient administration of courtroom operations and maintenance all court records and documents for the three (3) divisions of Chancery Court, a court of equity. Pursuant to certain specific state statutes, Chancery Court also has concurrent jurisdiction with the Circuit Court.

DESCRIPTION OF ACTIVITIES:

- Maintaining records associated with filings and issuing various processes and notices.
- Preparing and certifying the record on all cases appealed from Chancery Court.
- Processing and conducting public auctions for delinquent real estate property taxes for Shelby County and all municipalities within the County, as well as monitoring post-sale activity.
- Receiving and processing garnishment and child support payments.

REVENUE SOURCES:

Revenue is primarily generated from the collection of fees provided for in T.C.A. 8-21-401 as well as fees and commissions for processes in the collection of delinquent property tax and sale of property. Fees from delinquent property tax and tax sales are collectively utilized by Chancery Court and Circuit Court.

GENERAL FUND 032 – DEPT 7011 Judges/Clerk and Master

| Chancery Court | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (3,479,842) | (3,151,000) | (2,795,000) | 356,000 |
| Salaries | 1,251,010 | 1,346,297 | 1,398,304 | 52,007 |
| O&M | 164,666 | 169,803 | 169,803 | - |
| Net Expenditures | (2,064,167) | (1,634,900) | (1,226,893) | 408,007 |
| FTE Count | 23.0 | 22.5 | 22.5 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** Revenue collected from fees has declined by about 30% (or \$1.2 million) over the past five years. The decrease is primarily attributable to:
 - Recent statutory changes lowering the percentage of commissions collected from tax sales and the loss of jurisdiction for workers' compensation cases.
 - The sunset of collection of court revenue related to child support and pre-flat fee court cost collection.
- **Salaries/FTE:** FY16 FTE count decrease of .5 reflects a correction to the status of an Attorney from full time to part time. Salary expense includes reimbursement to Circuit Court for one shared FTE.
- **O&M:** No change to total O&M category; spending consistent with prior years.

BUDGETARY ISSUES/TRENDS:

Effective January 1, 2016, the Clerk's Commission on Tax Sales changed from a previous statutory 10% (capped at \$600) to a flat 3% on the sales price at tax sale. Absent a substantial increase in parcels sold to private individuals, this is expected to negatively impact Chancery Court's revenue on commissions from tax sale.

OTHER:

- No other special revenue or grant funds; Data Processing fees are recorded in the General Fund.
- No Increase Requests were submitted for consideration.



CIRCUIT COURT

FY17 Budget Highlights

Jimmy Moore, Circuit Court Clerk

DEPARTMENT MISSION:

To efficiently administer courtroom operations for nine divisions of the Thirtieth Judicial Circuit Court, and to maintain all official records, documents and electronic filings from attorneys and pro se litigants.

DESCRIPTION OF ACTIVITIES:

- The Clerk provides support for nine Circuit Judges (paid by the State).
- Accepts all documents, prepares docket and maintains records associated with filings and issuing various processes and notices. .
- Attends all court sessions with the required records and records minutes of the court.
- Prepares and certifies the record on all cases appealed from Circuit Court.
- Receives and processes garnishment and child support payments.
- Additionally, this court of general jurisdiction handles complex legal research to expedite the processing of pending cases.

REVENUE SOURCES:

Revenue is generated from the collection of fees as stated primarily in T.C.A. 8-21-401 and County Ordinance. Additionally, the Court Clerk is paid fees for its processes in the collection of delinquent real estate property tax and personalty tax collected.

General Fund 033 – 7021 Judges and Clerk

| Circuit Court | <u>FY15 Actual</u> | <u>FY16 Amended</u> | <u>FY17 Adopted</u> | <u>FY17-16 Var</u> |
|-------------------------|-------------------------|-------------------------|----------------------|-----------------------|
| Revenue | (2,769,187) | (3,059,000) | (2,748,000) | 311,000 |
| Salaries | 2,366,944 | 2,483,973 | 2,491,435 | 7,462 |
| O&M | 255,149 | 287,574 | 287,574 | - |
| Net Expenditures | <u>(147,094)</u> | <u>(287,453)</u> | <u>31,009</u> | <u>318,462</u> |
| FTE Count | 40.0 | 40.0 | 40.0 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** has declined by about 16% (\$500,000) over the past five years. Decrease is attributed primarily to continuing trend of reduced filings.
- **Salaries/FTE:** FTE count unchanged at 40 positions; Salaries include a reimbursement from Chancery Court for a shared FTE. Circuit Court Judges are funded by the state.
- **O&M:** No change to total O&M category; spending consistent with prior years.

OTHER:

- No special revenue or grant funds; Data Processing fees are recorded in the General Fund.
- No Increase Requests were submitted for consideration.
- No significant issues/trends with potential budgetary impact.



CRIMINAL COURT

Richard Desaussure, Criminal Court Clerk

FY17 Budget Highlights

DEPARTMENT MISSION:

To provide administrative support to the ten (10) Criminal Court divisions, to collect fines & fees as directed by the Tennessee Code Annotated, and to maintain all Court records and documents.

DESCRIPTION OF ACTIVITIES:

- Criminal Court Judges consists of ten (10) Criminal Judges that are state funded. The Judges hire six (6) law clerks on a part-time temporary basis to assist the judges with basic legal tasks and research.
- The Clerk's Office provides support for the Judges and prepares billings to the state, county, and defendants for costs. This office also collects amounts owed by the defendants and disburses the funds collected to the county agencies involved in the arrest and processing of the defendants.

REVENUE SOURCES:

- Felony fees billed to the State Department of Corrections for the reimbursement of certified costs incurred in felony prosecutions (main source of revenue)
- Misdemeanor fees billed to the county in the State of Tennessee that are responsible for the costs of these prosecutions
- Other fees generated by the in-house collections department, outside collection agency, the garnishment department and revenue derived as a result of claims filed in Bankruptcy Court on behalf of the Criminal Court of Shelby County.

GENERAL FUND Dept 7031 Clerk and Judges

| Criminal Court | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|----------------|----------------|----------------|-----------------|
| Revenue | (4,241,425) | (4,132,000) | (4,162,500) | (30,500) |
| Salaries | 4,392,879 | 4,703,020 | 4,667,742 | (35,278) |
| O&M | 220,456 | 330,924 | 330,924 | - |
| Net Expenditures | 371,910 | 901,944 | 836,166 | (65,778) |
| FTE Count | 83.0 | 83.0 | 83.0 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** Trend has been fairly stable since FY13, with a small adjustment for FY17.
- **Salaries/FTE:** FTE count unchanged at 83 positions; budget reduction reflects removal of salary budgets in excess of actual rates.
- **O&M:** Expected to remain consistent with FY16 levels.

GRANT FUNDS:

- Grant funds of \$113,000 budgeted for Spanish Interpreters program with 2 FTE and 10% general fund match.

SPECIAL REVENUE FUND 085 – Data Processing (DP) Fees:

- Data Processing Fund has annual revenue of about \$20,000. Fund balance has doubled in past five years to current balance of \$135,000.

Other:

- No Increase Requests were submitted for consideration.



GENERAL SESSIONS COURT CLERK

Edward L. Stanton, Jr., Clerk

FY17 Budget Highlights

DEPARTMENT MISSION:

To provide judicial and clerical/administrative support staffing and maintain court records for six (6) divisions of General Sessions Civil Court and nine (9) divisions of General Sessions Criminal Court.

DESCRIPTION OF ACTIVITIES:

- Staff and operate the Clerk's Office 24/7, creating and processing records of all persons booked into and released from the jail for all courts in Shelby County.
- Collection and disbursement of fines and fees for local, state and federal regulatory agencies.
- Maintain court records and documents for all divisions; assign cases to scheduled session slots and prepare files set for hearings.
- Provide foreign language interpreters for indigent clients and the deaf.

REVENUE SOURCES:

Fees collected by the General Sessions Court Clerk for cases held in General Sessions courts as per Tenn. Code Ann. § 8-21-401.

General Fund 035 – 704102

| General Sessions Clerk | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (9,348,759) | (9,873,400) | (9,572,000) | 301,400 |
| Salaries | 7,343,605 | 7,615,404 | 7,885,890 | 270,487 |
| O&M | 559,913 | 564,611 | 564,611 | - |
| Net Expenditures | (1,445,241) | (1,693,385) | (1,121,499) | 571,887 |
| FTE Count | 149.0 | 149.0 | 149.0 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** FY 17 revenue budget adjusted to level of prior year actual collections.
- **Salaries/FTE:** FTE count is unchanged at 149 positions. Budget increase includes an adjustment to vacancy savings and the 2% general salary increase.
- **O&M:** No change to total O&M category; spending consistent with prior year.

SPECIAL REVENUE FUND 084 – Data Processing (DP) Fees:

- Revenue collected for DP Fees averages about \$300,000 per year.
- Current DP fund balance = \$426,000 (Criminal and Civil Divisions)
- FY17 budget includes use of fund balance in the amount of \$313,000 for software maintenance related to the iCJIS systems. Continued payment of all technology expenses from the DP Fund may deplete available resources within the next several years. As a result, additional General Fund support may be necessary for computer related expenses in the future.

OTHER:

- No grant funds.
- Funding requested for implementation of Driver Assistance program was approved immediately after budget adoption. This program establishes payment plans to reinstate drivers' licenses previously revoked for nonpayment of court fines. Expected increase to revenue collections will offset the additional personnel costs.



GENERAL SESSIONS COURT CRIMINAL JUDGES

FY17 Budget Highlights

Administrative Judge Loyce Lambert-Ryan

DEPARTMENT MISSION:

To serve the citizens of Shelby County and respond to the needs of local law enforcement through implementation of fair and expeditious delivery of justice to ensure the law is followed at all stages and the rights of all are protected.

DESCRIPTION OF ACTIVITIES:

The General Sessions Criminal Court consists of nine (9) Criminal Judges (paid by the County) that handle 100,000 cases per year, including misdemeanors and preliminary hearings on felonies, traffic and environmental cases.

- Designated Courts established by Statute include the Drug, Domestic Violence and Environmental Courts.
- Specialty Courts in this section include the Veterans and Mental Health Courts.

REVENUE SOURCES:

A local litigation tax is collected by the General Sessions Court Clerk on each case filed in General Sessions Court per Tenn. Code Ann. § 16-15-5006.

General Fund 035 – 704112

| | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (111,025) | (110,000) | (110,000) | - |
| Salaries | 3,870,455 | 3,949,688 | 4,462,839 | 513,151 |
| O&M | 475,847 | 526,893 | 595,826 | 68,933 |
| Net Expenditures | 4,235,277 | 4,366,581 | 4,948,665 | 582,084 |
| FTE Count | 28.8 | 29.3 | 33.8 | 4.5 |

CHANGES IN MAJOR CATEGORIES:

- **Salaries/FTE:** Increase requests were approved by the Commission to add 3 full time staff positions for Veterans' Court and also one full time and one part time Judicial Commissioner.
- **O&M:** Increase requests were approved by the Commission to add funding for telecom and security equipment, computers, and training. O&M budget increased by Administration by \$50,000 for furniture replacement.

GRANT FUNDS:

- Total Grant Revenue is \$933,000 for FY17, including ongoing Justice Assistance Grant Funds (JAG) for Drug Court and Veterans Court. Grants employ 2 FTE.

SPECIAL REVENUE FUNDS:

- Fund 94 for Veteran Treatment and Fund 95 for DUI Treatment account for a small amount of fines collected in accordance with Public Chapter No. 453 TCA-16-22-104 (under \$50,000 each).
- Fund 96 accounts for Drug Treatment Fees collected for operations of the Drug Court (about \$375,000 annually) with 5 FTE. Fund Balance = \$881,000, with \$225,000 used annually.
- Effective February 2016 Veterans Treatment Court fees collected pursuant to TCA -16-22-109 (Veterans Court receives funds on every drug case conviction pursuant to TCA-16-22-109)



GENERAL SESSIONS COURT CIVIL JUDGES

FY17 Budget Highlights

Administrative Judge Deborah M. Henderson

DEPARTMENT MISSION:

To serve the citizens of Shelby County and respond to the needs of local law enforcement through implementation of fair and expeditious delivery of justice to ensure the law is followed at all stages and the rights of all are protected.

DESCRIPTION OF ACTIVITIES:

The General Sessions Civil Court consists of six (6) civil judges who preside over 65,000 new civil cases annually, with a jurisdictional limit of \$25,000 and unlimited monetary jurisdiction for the recovery of property and rental amounts due under the terms and provisions of contracts. Other cases handled include:

- ✓ Emergency mental commitments
- ✓ Denial petitions for handgun permits
- ✓ Interpleaders
- ✓ Drug Dealer Eviction Program

REVENUE SOURCES:

A local litigation tax is collected by the General Sessions Civil Court Clerk on each civil case filed in General Sessions court. The maximum fee authorized by the State is \$6 per case, per Tenn. Code Ann. § 16-15-5006.

General Fund 035 – 704102

| General Sessions Civil Court Judges | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|--|--------------------|---------------------|---------------------|--------------------|
| Revenue | (300,063) | (340,000) | (300,000) | 40,000 |
| Salaries | 1,433,717 | 1,432,869 | 1,446,569 | 13,700 |
| O&M | 30,934 | 50,160 | 50,160 | - |
| Net Expenditures | 1,164,588 | 1,143,029 | 1,196,729 | 53,700 |
| | | | | |
| FTE Count | 8.0 | 8.0 | 8.0 | - |

ACTIVITY IN MAJOR CATEGORIES:

Revenue: Decreased to better align with actual collections.

Salaries/FTE: FTE count remains unchanged at 8 positions (6 judges and 2 support staff). All Judges are paid by the County, but received the State increase of .01% for FY17.

O&M: No change to this category as spending is consistent with prior year.

OTHER:

- No other funds or grants.
- No significant issues/trends with potential budgetary impact.



PROBATE COURT

Paul Boyd, Court Clerk

FY17 Budget Highlights

DEPARTMENT MISSION:

To administer estates, probate wills, appoint guardians and conservators for minors and incompetents, change names, approve the partition and sale of real estate, and file all petitions for judicial hospitalization under the Mental Health Law.

DESCRIPTION OF ACTIVITIES:

Two Probate Court Judges paid by the County oversee the following types of cases:

- ✓ Conservatorships
- ✓ Corrections to birth certificates
- ✓ Guardianships
- ✓ Judicial hospitalization under the Mental Health Law
- ✓ Name changes
- ✓ Wills and Estates

The Probate Court Clerk and staff administer the efficient operations of the courts and maintain all documents and records.

REVENUE SOURCES:

- Fees and commissions are collected from litigants in Probate Court.
- Data Processing (DP) Fees are collected and disbursed within the General Fund accounts.

General Fund 036 – 7051 Probate Judges and Clerk

| Probate Court | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|----------------|----------------|----------------|---------------|
| Revenue | (581,977) | (584,000) | (584,000) | - |
| Salaries | 1,119,715 | 1,204,742 | 1,220,324 | 15,583 |
| O&M | 61,258 | 69,686 | 69,686 | - |
| Net Expenditures | 598,996 | 690,428 | 706,010 | 15,583 |
| FTE Count | 13 | 14 | 14 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** Collections stable over past five years.
- **Salaries:** In compliance with the recommendations of Internal and External Auditors, an Accountant B position was approved by the Commission in FY16 to improve the segregation of duties. FTE count remains unchanged for FY17 at 14 positions. Also includes salaries for two judges.
- **O&M:** No change to total O&M category; spending consistent with prior years.

OTHER:

- No increase requests were submitted for consideration.
- No other special revenue or grant funds.
- No significant issues/trends with potential budgetary impact.



JUVENILE COURT JUDGES

Judge Dan Michael

FY17 Budget Highlights

DEPARTMENT MISSION:

The mission of Juvenile Court is to protect, as well as correct and rehabilitate the child; to protect society; and to uphold the dignity of the law.

DESCRIPTION OF ACTIVITIES:

This court is responsible for all assessment screenings of all juveniles detained for serious offenses and evaluation referrals for youth affected by mental and health issues / substance abuse. Juvenile Court has eight courtrooms where juvenile and child support cases are heard. This court is also responsible for developing and supervising community-based programs for children in Shelby County that require supervision by the court.

REVENUE SOURCES:

Cafeteria sales, public telephone and vending machine sales.

General Fund 037 – Dept 7061

| Juvenile Court Judge | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-----------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (178,737) | (7,000) | (4,000) | 3,000 |
| Salaries | 13,670,236 | 9,580,445 | 9,550,157 | (30,288) |
| O&M | 2,625,666 | 2,281,530 | 1,443,578 | (837,952) |
| Net Transfers | (65,120) | (67,688) | (67,688) | - |
| Net | 16,052,045 | 11,787,287 | 10,922,047 | (865,240) |
| FTE Count | 222.7 | 136.7 | 131.7 | (5.0) |

CHANGES TO MAJOR CATEGORIES:

- **Salaries/FTE:**
 - FY17 changes: Transferred 5 FTE to Support Services for maintenance.
 - FY16 changes: Added 3 positions related to the Evening Reporting program; transferred 90 FTE to Sheriff for detention; transferred 1 position from CAO for temporary use as DOJ liaison; added 1 Magistrate by Resolution (February 2016); deleted 1 position to fund new hire
- **O&M:** FY17 reduction reflects \$600,000 of maintenance expense items transferred to Support Services, \$650,000 of non-recurring maintenance items added by resolution for FY16 only, and \$417,000 of approved increases requested for various psychological assessment tools and services and support for detention alternative programs.

BUDGETARY ISSUES/TRENDS:

- Implementation of the Department of Justice recommendations has required changes to services with significant budgetary impact over the past four fiscal years.
- Juvenile detention and court security services were assumed by the Sheriff effective July 1, 2015 (FY16) with a transfer of 90 FTE and \$6.2 million in personnel and operating budget.
- Building maintenance services were assumed by Support Services effective July 1, 2016 (FY17) with a transfer of 5 FTE and \$600,000 in personnel and operating costs.

GRANT FUNDS:

- Total Grant Revenue is \$2.1 million for FY17, consistent with prior years. Primary grant is the State Title IV-D child support grant which accounts for over 80% of all grant revenue.
- Grants employ 18.3 FTE.



JUVENILE COURT CLERK

Joy Touliatos, Court Clerk

FY17 Budget Highlights

DEPARTMENT MISSION:

To file all official documents for Shelby County Juvenile Court and maintain the official court docket and journal.

DESCRIPTION OF ACTIVITIES:

The Juvenile Court Clerk's Office is responsible for:

- Building and maintaining all the records for Juvenile Court.
- Collecting and processing all monies assessed and paid through the Juvenile Court system.
- Serving all legal documents that require an appearance in court.
- Recording all of the Court's proceedings and decisions and for preparing Court orders and entering those orders into the minutes, which serve as the permanent record of the Court.

REVENUE SOURCES:

- State reimbursement for services provided under the IV-D Child Support contract (\$700,000).
- Fines & Fees levied against defendants; court costs associated with juvenile and adult proceedings (\$500,000).

General Fund 037 – Dept 7071

| Juvenile Court Clerk | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|----------------------|------------------|------------------|------------------|---------------|
| Revenue | (1,135,794) | (1,250,000) | (1,200,000) | 50,000 |
| Salaries | 4,442,539 | 3,334,107 | 3,370,654 | 36,547 |
| O&M | 355,059 | 431,182 | 386,895 | (44,287) |
| Net Transfers | 235,319 | 285,818 | 300,493 | 14,675 |
| Net | 3,897,123 | 2,801,107 | 2,858,042 | 56,935 |
| FTE Count | 81.0 | 58.0 | 58.0 | - |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** Aligned FY17 revenue to actual revenue.
- **Salaries/FTE:** Transferred 23 positions to Sheriff for Juvenile Court security in FY16.
- **O&M:** O&M reduction for FY17 is primarily the result of transferring the utilities budget to Support Services.

GRANTS:

- Title IV-D Child Support Program is the only grant under this section with total revenue of \$650,000 for FY17 and a net transfer from the General Fund of \$301,000. Includes 15 FTE.



PUBLIC DEFENDER

FY17 Budget Highlights

Stephen Bush, Chief Public Defender

DEPARTMENT MISSION:

To provide independent and ethical client-centered representation to individuals who are unable to hire private counsel. Providing effective assistance of counsel is mandated under state and federal constitutions for individuals facing loss of liberty in adult and juvenile delinquency proceedings.

DESCRIPTION OF ACTIVITIES:

- The Public Defender represents clients in criminal matters in the General Sessions, Juvenile, Criminal, and Circuit Courts of Shelby County. Additional services are provided for state charges initiated in the municipal city courts.
- The Department of Justice agreement created responsibility for supervision and oversight of juvenile delinquency representation and required the establishment of a specialized unit for juvenile defense.
- The Public Defender actively seeks access to treatment based alternatives to incarceration for clients with substance abuse and mental health disorders through the Jericho Program.

REVENUE SOURCES:

- State of Tennessee reimbursement accounts for 39% of the Public Defender budget
- Indigent Defense services for municipal courts within Bartlett, Collierville, Germantown, and Millington.

GENERAL FUND 010 – DEPT 7080

| Public Defender | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (5,051,179) | (5,261,700) | (5,261,700) | - |
| Salaries | 10,840,516 | 11,923,215 | 12,290,052 | 366,837 |
| O&M | 761,709 | 684,871 | 730,006 | 45,135 |
| Net | 6,551,046 | 7,346,386 | 7,758,358 | 411,972 |
| FTE Count | 124.0 | 130.0 | 135.0 | 5.0 |

CHANGES IN MAJOR CATEGORIES:

Budget increases for the Public Defender resulted from a required 75% match to increases approved by the Commission for the District Attorney General (DAG), as specified by TCA 16-2-518 to maintain equitable funding for prosecution and defense.

- **Salaries/FTE:** Added 5 full time FTE positions for FY17 as match to DAG funding. Six new positions were also approved by the Commission in FY16 to meet service capacity needs for juvenile defense. Since FY12 the staff has increased by 40 to achieve compliance with the Department of Justice requirements for Juvenile Defense.
- **O&M:** Change to total O&M category also reflects DAG matching funds.

GRANT FUNDS:

- Justice Assistance Grant (JAG) funds budgeted in FY17 (\$200K) for the University of Memphis Children's Defense Clinic will be used to support efforts of meeting juvenile defense obligations required by the DOJ agreement.

OTHER:

- Renovations to the 4th Floor of 150 Washington with CIP funding are in progress to provide more space for the expanded staff.



DIVORCE REFEREE

Cary C. Woods, Divorce Referee

FY17 Budget Highlights

DEPARTMENT MISSION:

To review and monitor all divorce complaints filed in Shelby County to assure compliance with local and state laws.

DESCRIPTION OF ACTIVITIES:

- Accepts and approves service of process on every Divorce Complaint, Complaint for Separate Maintenance, and Complaint for Annulment filed in Shelby County.
- Conducts hearings on pending and post-divorce issues (i.e. Child support, alimony).
- Coordinates all activity with Judges, Attorneys, and service providers.
- Assists the Mediation section of the Memphis Bar Association by referring cases for mediation.
- Divorce referees do not represent or provide legal advice to either party in a divorce action. About 2700 divorce filings and 1500 modification hearings are handled annually.

REVENUE SOURCES:

The Divorce Referee's revenue sources are from fees charged at the time of filing the divorce through Circuit and Chancery Court (revenues are recorded in either accounts 4605 Chancery Court Fees or 4610 Circuit Court Clerk Fees). A fee of \$115.00 is included with the filing fee for a divorce; a fee of \$10.00 is for filing a Motion Pendente lite or a Motion to the Divorce Referee.

General Fund 010 – Dept 7085

| Divorce Referee | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|--------------------|---------------------|---------------------|--------------------|
| Revenue | (254,993) | (280,000) | (275,000) | 5,000 |
| Salaries | 588,565 | 590,576 | 660,282 | 69,706 |
| O&M | 2,994 | 5,579 | 5,579 | - |
| Net Expenditures | 336,566 | 316,155 | 390,861 | 74,706 |
| FTE Count | 5.5 | 5.5 | 6.5 | 1.0 |

CHANGES TO MAJOR CATEGORIES:

- **Revenue:** Projected revenue from divorce filing fees in Chancery and Circuit Courts is consistent with prior years.
- **Salaries/FTE:** 1 FTE transferred from County Attorney.
- **O&M:** No change to total O&M category.

OTHER:

- No other special revenue or grant funds; data processing fees are recorded in the General Fund.
- No Increase Requests were submitted for consideration.
- No significant issues/trends with potential budgetary impact.



JURY COMMISSION

Tiffany Kimmons, Jury Coordinator

FY17 Budget Highlights

DEPARTMENT MISSION:

To maintain an optimal daily supply of eligible jurors allowing efficient court operations while minimizing service time spent by citizens and cost to Shelby County; to maintain accurate and complete records of jury service for the court, jurors, and jurors' employers.

DESCRIPTION OF ACTIVITIES:

The Jury Commission is responsible for providing jurors to the three (3) Chancery Courts, nine (9) Circuit Courts, ten (10) Criminal Courts, and two (2) Probate Courts of Shelby County and maintaining all records concerning jurors such as summons, attendance, payment and scheduling. Approximately 300 to 400 jurors are on-site each week. About 350 trials are conducted each year that require jurors.

General Fund 010 – Dept 7087

| Jury Commission | <u>FY15 Actual</u> | <u>FY16 Amended</u> | <u>FY17 Adopted</u> | <u>FY17-16 Var</u> |
|-------------------------|---------------------------|----------------------------|----------------------------|---------------------------|
| Salaries | 317,332 | 331,156 | 318,146 | (13,010) |
| O&M | 474,327 | 555,566 | 555,566 | - |
| Net Expenditures | <u>791,659</u> | <u>886,722</u> | <u>873,712</u> | <u>(13,010)</u> |
| FTE Count | 5.0 | 5.0 | 5.0 | - |

CHANGES IN MAJOR CATEGORIES:

- **Salaries:** Personnel cost reduction reflects budget adjustment to level of actual salaries.
- **O&M:** Budget includes jury costs which can fluctuate significantly depending on the need for sequestered jury trials.

OTHER:

- No other funds or grants.
- No Increase Requests were submitted for consideration.
- No significant issues/trends with potential budgetary impact.



ATTORNEY GENERAL

FY17 Budget Highlights

Amy Weirich, Attorney General

DEPARTMENT MISSION:

To hold individuals accountable for their crimes and to deter future criminal behavior; to combat violent crime caused by gangs, guns, and drugs.

DESCRIPTION OF ACTIVITIES:

Prosecution of crimes against the State of Tennessee that occur within Shelby County. Funding for operations is shared as follows: Shelby County 51%; State 41%; Data Processing/Escrow Property Account Fund 8%.

GENERAL FUND 038-7090

| Attorney General | FY15 Actual | FY16 Amended | FY17 Adopted | FY17-16 Var |
|-------------------------|------------------|-------------------|-------------------|----------------|
| Revenue | (76,931) | (98,500) | - | 98,500 |
| Salaries | 9,557,340 | 9,817,856 | 10,251,906 | 434,050 |
| O&M | 253,052 | 300,498 | 491,424 | 190,926 |
| Net Transfers | 1,431 | 2,404 | - | (2,404) |
| Net Expenditures | 9,734,892 | 10,022,258 | 10,743,330 | 721,072 |
| FTE Count | 109.0 | 111.0 | 118.2 | 7.2 |

CHANGES IN MAJOR CATEGORIES:

- **Revenue:** Reductions to the Revenue and Salary categories are related:
 - 100% of the cost and revenue reimbursement for one position was moved from the General Fund to the Grant Fund for the Drug Enforcement Agency Task Force.
 - 80% of the cost and offsetting salary reimbursement for another position was moved from the General Fund to the VOCA Grant; remaining 20% funded by General Fund in accordance with the Victims of Crime Act agreement.
- **Salaries/FTE:** Reclassifications from General Fund to grants reduced FTE count by 1.8; 9 new positions were approved by the Commission for a net change of 7.2 FTE.
- **O&M:** Commission approved increase of \$190,926 for operational contract services.

BUDGETARY ISSUES/TRENDS:

- Equalization of County and State salary scale for attorneys is currently under review.
- Caseload is expected to increase substantially due to processing of the backlog of sexual assault kits.
- The implementation of body worn and in-car camera videos will result in the need for additional staff, equipment and technology.

GRANT FUNDS:

Total Grant Revenue is \$888,000 for FY17; changes include:

- Fund 192 will not continue in FY17
- Fund 477 new for FY17 established per the DEA Agreement
- Fund 307 new for FY17 established per the VOCA Agreement

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